

The Kentucky Board of Licensure and Certification for Dietitians and Nutritionists
Special Board Meeting
November 17, 2021
2:00 p.m.

A special board meeting of the Kentucky Board of Licensure and Certification for Dietitians and Nutritionists was conducted on Wednesday, November 17, 2021 at the Department of Professional Licensing, 500 Mero Street, Frankfort, Kentucky 40601 and via Zoom.

Members Present

Lora Parks, Board Chair
Rayona Baker
Carolyn Hofe
Ann Simmons

Department of Professional Licensing

Kevin Winstead, Acting Commissioner
Chessica Nation, Administrative Supervisor
Tasha Stewart, Board Administrator

Others Present

August Pozgay, Public Protection Cabinet Office of
Legal Services, Board Counsel

Call to Order

- Chair Parks called the meeting to order at 2:03 p.m.

Approval of Minutes

- Chair Parks made a motion to accept the October 27, 2021 meeting minutes as presented. Ms. Baker seconded the motion, carried.

Old Business

- Chair Parks invited Mr. Pozgay to update the board on responses to the board's letter to other state licensing boards regarding license verification. Mr. Pozgay presented responses received from other state licensing boards: some are willing to complete the Verification of Licensure in Other Jurisdictions form, and others are not. Mr. Pozgay briefly explained the appeal process in the event the board takes final action to deny an applicant, and the applicant then requests an appeal. Mr. Pozgay advised that a regulatory amendment would be necessary to change the license verification regulation, and that regulatory amendments can take approximately four (4) to six (6) months to complete and take effect.
- The board discussed the general issue of applicants who are unable to obtain a completed Verification of Licensure in Other Jurisdictions form from other state boards. No individual applications were discussed or reviewed.
- Chair Parks made a motion to complete the regulation changes as expeditiously as possible and, in the interim, to review licensure applications on a case-by-case basis using the Verification of Licensure in Other Jurisdictions form which shall be completed as much as possible by the applicant and for any correspondence from other licensing boards stating they will not complete to the form to be attached to the application. Motion seconded by Ms. Simmons, carried following the below roll call:
 - o Chair Parks – Yes
 - o Ms. Baker – Yes
 - o Ms. Simmons – Yes
 - o Ms. Hofe – Yes
- The board discussed proposed changes to the applications committee's meeting schedule.
- Ms. Baker made a motion for the applications committee to create a standing meeting schedule in which applications can be reviewed as a group on a case-by-case basis. Motion seconded by Ms. Hofe, carried.

Approval of Per Diem

- Chair Parks made a motion to approve per diem for the November 17, 2021 board meeting for Chair Parks, Ms. Simmons, Ms. Hofe, and Ms. Baker. Ms. Simmons seconded the motion, carried.

Next Scheduled Meeting

- The next scheduled board meeting is December 15, 2021 at 10:00 a.m.

Adjournment

- Chair Parks made a motion to adjourn the meeting. Motion seconded by Ms. Hofe, carried. Meeting adjourned at 3:59 p.m.

Lora Arnold Parks RDNLD CSG

Lora Arnold Parks
Board Chair